



# Guru Gobind Singh Indraprastha University

(A State University established by the Govt. of NCT of Delhi)

Sector-16-C, Dwarka, New Delhi-110078

Academic Branch



F. No. IPU-7/ DI(Academic)/Offline Counselling/2025/ 1498

Dated: 06/10/2025

**SPECIAL OPPORTUNITY FOR OFFLINE REGISTRATION, VERIFICATION OF DOCUMENTS AND ALLOTMENT OF SEATS ON THE BASIS OF CUET FOR BA(JMC) AND BCOM(H) FOR THE ACADEMIC SESSION 2025-26**

**1. KEY POINTS**

- i. OFFLINE REGISTRATION,
- ii. VERIFICATION OF DOCUMENTS (FOR DETERMINATION OF MERIT) AND
- iii. ALLOTMENT OF SEATS SHALL BE CARRIED OUT ONLY FOR REMAINED VACANT SEATS (pursuant to previous round of offline counselling)

2. Consequent upon requests from various candidates / admission seekers, the University hereby invites offline applications for the seats to be filled up on the basis of CUET in the following programmes :-

- i. BA(JMC) CET CODE 126
- ii. BCOM(H)CET CODE 146

**3. FOLLOWING ARE NOT ELIGIBLE TO PARTICIPATE IN THIS ROUND OF COUNSELLING**

- i. Candidates having 'ADMITTED' status at the end of Spot Round 2 during Online
- ii. Counselling.
- iii. Candidates who have been 'ALLOTTED' seats in any earlier counselling that was held offline
- iv. Candidates who have already taken admission in the Management Quota.

**4. ALLOTMENT OF SEATS**

- i. The allotment of seats shall be carried out irrespective of Region and Category on All India basis.
- ii. Allotment will be done ONLY ON THE BASIS OF SCORE / MERIT OF CUET (UG).
- iii. It will be the sole responsibility of the candidate to ascertain and make sure that he/she possesses requisite eligibility and qualifications prescribed for admission in respective programmes.
- iv. College, once allotted, in this round, will NOT BE CHANGED SUBSEQUENTLY.

**5. FEE TO BE PAID AT THE TIME OF REGISTRATION & VERIFICATION OF DOCUMENTS:**

- i. DEMAND DRAFT OF Rs. 2,500/- IN THE NAME OF "REGISTRAR, GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY" AS COUNSELLING REGISTRATION FEE.

**6. The Schedule for OFFLINE REGISTRATION VERIFICATION OF DOCUMENTS (FOR DETERMINATION OF MERIT) follows:-**

- i. All the candidates who wish to participate in this round of counseling for CUET candidates, shall report in person, for Registration and Verification of Documents for preparation of Rank Wise Common Merit List as per following schedule.

S. No.	Date	Programme / CET Code	Venue	Time Reporting	Display of Merit List
1	09.10.2025	BA(JMC)-126 and BCOM(H)-146	GGSIP University, Dwarka	11:00 AM	01:00 PM on the same day

**7. DOCUMENTS REQUIRED AT THE TIME OF REGISTRATION**

- i. Demand Draft of Rs. 2,500/- in favour of "Registrar, Guru Gobind Singh Indraprastha University as "Registration Fee" i.e. Non Refundable.
- ii. Proof of date of birth (Secondary School Mark-Sheet & Certificate) (Original and Photocopy) (Self attested)-original documents are required for the verification.
- iii. Mark-sheets/Certificates of qualifying examination- original documents are required for the verification.
- iv. Copy of CUET Score Card 2025. (Self-attested)
- v. Copy of reserved category certificate, if any.

**Important Notes:**

- i. The candidate will be required to bring the Original Certificates/ Mark-sheets of all the year wise or semester wise in original along with photocopy of Certificates/Mark-sheets of qualifying examination (Self-Attested)
- ii. The details relating to applicability of Domain Specific Subjects/ Optional Languages/General Test etc, Online Registration etc for admission to the above programmes from Admission Brochures and University Notifications No 85/2025 dated 12.06.2025 and 04/2025 dated 17.03.2025 may be referred.
- iii. Registration for Admissions in various courses through the merit of CUET is just a part of the counseling process; the same does not entitle the candidate for admission.

**8. SCHEDULE FOR ALLOTMENT OF SEATS**

- i. All the Registered Candidates whose documents have been verified and found eligible and their name appeared in the Merit List are eligible for allotment of seats. The schedule for allotment of seats is as follows:

S. No.	Date of Allotment of Seats	Programme / CET Code	Timing
1	09.10.2025	BA(JMC)-126 and BCOM(H)-146	02:00 pm (after preparation of Merit)

**9. DOCUMENTS REQUIRED AT THE TIME OF ALLOTMENT OF SEATS**

- i. It is mandatory to bring Bank Draft(s) of Rs 96,000/- in favour of Registrar, Guru Gobind Singh Indraprastha University, payable at Delhi IS REQUIRED AT THE TIME OF ALLOTMENT OF SEAT.
- ii. Four passport sized photographs.
- iii. Candidate will bring filled Admission verification form as per Appendix 6 of Part F of Admission brochure 2025-26.
- iv. Filled Preference Sheet as per Appendix 11-A of Part- F of Admission brochure 2025-26.
- v. Reporting Slip for Verification of Documents in original.
- vi. Undertaking (to be obtained from Admission Officer at the time of Allotment of Seat).

**IMPORTANT— NO REQUEST FOR CHANGE OF INSTITUTE /PROGRAMME SHALL BE ENTERTAINED AFTER ALLOTMENT OF SEAT IN THIS ROUND.**

10. Reporting: Candidates are requested to join their respective University School of Studies/College/Institute immediately after allotment of Seat.

11. All candidates who have registered and who wish to participate in the Centralized Online Counselling for admission in various Programmes for Academic Session 2025-26 are advised in their own interest to visit the University websites well as the online admission website <https://ipu.admissions.nic.in> for regular updates.

(Prof. Udayan Ghose)  
Director- Incharge (Academic)

**Copy to:**

1. Finance Officer, GGSIPU with the request to depute an official at the counselling venue for collection of Demand Drafts and verification of Admission Slips in this respect before the same are issued to the candidates.
2. PRO, GGSIPU with a request to display Counselling / Admission Schedule on the University's Notice Board (s).
3. In-charge, UITS, with the request to upload the schedule of Counselling on University's website.
4. AR to Hon'ble Vice Chancellor, GGSIPU for information of Hon'ble Vice Chancellor.
5. AR to Registrar, GGSIPU for information of Registrar.
6. Guard file.

(Dr. Vijay Kumar)  
Deputy Registrar (Academic)